



Making a difference...together

**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission
Held October 2, 2012 in the Portlock Park Meeting Room, Salt Spring Island, BC**

FINAL

PRESENT:

Commission Members:

Donald McLennan – Chair; John Wakefield – Vice Chair; Wayne McIntyre, CRD Director; Andrew Haigh; Nomi Lyonns (3:50 pm); Jean Taylor

Excused: Harold Swierenga; Kees Visser

Staff:

Kees Ruurs, CRD Senior Manager

Robert Lapham, CRD General Manager, Planning & Protective Services (via web conferencing 3:35 to 4:15 pm)

Peggy Dayton, CRD Senior Financial Analyst (via web conferencing 3:35 to 4:15 pm)

Myrna Moore, BC Transit, Senior Regional Manager (via web conferencing 3:35 to 4:15 pm)

Sarah Shugar, Recording Secretary

The Chair called the meeting to order at 3:08 pm.

1. Approval of Agenda

MOVED by D. McLennan, **SECONDED** by J. Wakefield,
That the agenda be adopted as presented.

CARRIED

2. Approval of Minutes

The Chair advised on the following two amendments to the minutes:

Item 3.2 Director McIntyre reported that the CRD Board approved the submission of an application to the BC Government for the Cycling Infrastructure Partnership Program (CIPP) \$100,000 grant at the August 8, 2012 meeting.

Item 4.2 The Chair advised that the Manager provided an excellent report last month and called for feedback from Commissioners. There was a discussion and it was generally agreed that the Manager would take action as follows:

(a) seek legal advice from the CRD headquarters to determine the exact extent and limits of SSITC and CRD responsibilities with regard to parking on Salt Spring; and

(b) explore the availability of alternative parking areas that might be within walking distance from the ferry terminal.

MOVED by D. McLennan, **SECONDED** by W. McIntyre,

That the minutes of August 21, 2012 Regular Minutes be approved as amended.

CARRIED

3. Reports

3.1 Chair Report

The Chair provided a project status report for information. He added the following item:

- The variance to the standard lane width to allow for a paved shoulder along the road approaching the Fulford Harbour ferry terminal has been approved.

3.2 CRD Director Report

W. McIntyre verbally reported that he attended the Union of BC Municipalities Conference last week. He provided the following highlights:

- He attended a financial session regarding funding local government;
- He attended a jobs and economy session. There is an estimated 600+ home based businesses on SSI and he is trying to get traction towards a local entrepreneur program;
- Gas tax monies are falling due to more efficient cars which results in less funding for infrastructure
- Will circulate a document on funding community transportation initiatives;
- He had a chance to meet the Ministers and get some input for our community;
- He is looking forward to some announcements next week.

K. Ruurs circulated the new Parks and Recreation Trails at a Glance brochure for information.

3.3 Financial Reports

The SSI Transit Monthly Revenue Report for Operating Period ending September 30, 2012 was received for information.

The SSI Transportation Monthly Revenue Report for Operating Period ending September 30, 2012 was received for information.

The Capital Funds Report at September, 2012 was received for information.

4. Presentations

4.1 Peggy Dayton, Robert Lapham and Myrna Moore

SSI Transit 2013 Preliminary Budget and 2013 – 2017 Financial and Capital Plan

Ms. Dayton, Mr. Lapham and Ms. Moore were available via web conferencing to discuss report.

Mr. Lapham presented an overview of the report. He advised that the staff recommendation is Alternative #2 with the amendment to include provision for expanded service of 500 hours.

Mr. Lapham, Ms. Dayton and Ms. Moore left the meeting at 4:15 pm.

5. Old Business

5.1 Bus Shelter Design – Engaging the Community: Working Group
As part of the North Ganges Transportation Plan, the CRD is to install bus pullouts on each side of Lower Ganges Road at Crofton. It is hoped that funding will be available to place a bus shelter at each location. The working group was formed to engage the community in the process of selecting bus shelter designs to recommend to the CRD. An update on the working group was provided including that the design proposals deadline is December 31, 2012.

5.2 Ganges Sidewalk – Working Group
D. McLennan advised that the first meeting of the Ganges Sidewalk Working Group is scheduled on October 11, 2012. At this initial meeting there will be a walkabout in Ganges to understand the existing situation and problem areas. The second meeting will be for discussion and to set priorities.

5.3 SS Transit
D. McLennan provided an update on SS Transit and highlighted the following item:

- The option for a cross-water transfer policy has been brought forward and more data is necessary prior to a decision

D. McLennan advised that the SSI Transit 2013 Preliminary Budget and 2013 – 2017 Financial and Capital Plan report is a huge leap forward from the last report that Commission received.

MOVED by A. Haigh, **SECONDED** by J. Wakefield,
That the SSI Transportation Commission recommend to the Electoral Area Services Committee that the preliminary 2013 CRD Budget be approved and that the 2013 – 2017 Financial and Capital Plan be approved as amended to include provision for expanded service of 500 hours.

CARRIED

It was generally agreed that the transportation budget would be a priority item at the next meeting.

- 5.4 Distribution of the Agenda Package
D. McLennan provided a report on this item. He called for feedback on if and when the agenda package should be distributed to the media.

It was generally agreed that the press receive a copy of the agenda only prior to a meeting.

A. Haigh left the meeting at 4:58 pm.

- 5.5 SSITC Office Rent
D. McLennan advised that the office space in Ganges is shared with the CRD Director and that the space is no longer necessary due to staff support in the Portlock office.
It was generally agreed that there is no longer a use for the shared office space.

6. New Business

There were no new business items for consideration at this time.

7. Correspondence and Information Items

- 7.1 Central Intersection
- 7.2 Bicycles and Evening Bus Service
- 7.3 Letter – MOT – Fulford Harbour Ferry Terminal
- 7.4 Driftwood Article

All items of correspondence were received for information.

N. Lyonns advised that the Climate Action Council would like the Transportation Commission to be involved with electric vehicle charging stations.
It was generally agreed to request that the Climate Action Council submit a formal request.

8. Next Meeting

The next Regular Meeting is scheduled on October 16, 2012.

9. Adjournment

MOVED by D. McLennan, **SECONDED** by W. McIntyre,
That the meeting be adjourned at 5:06 pm.

CARRIED